

WORTH SCHOOL DISTRICT 127

DISTRICT OFFICE DR. ROSEMARY LUCAS ADMINISTRATIVE CENTER 11218 SOUTH RIDGELAND AVENUE WORTH, IL 60482

PHONE (708)448-2800
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MEMO

To: Parents/Guardians
RE: Final Menu of the Year
Date: April 12, 2018

It is now time to order breakfast and lunch for the last time this school year. The menu includes all of May and two days in June. Please note the following when ordering:

- **If ordering for the entire month, you need to go through the process twice:**
 - First order for the month of May
 - Repeat the process for the month of June
- Verify every day you intend to order is in the cart
- Verify the order confirmation you receive via e-mail
 - If you do not receive an e-mail, your order may not have been received
- If you encounter a problem, please contact the Nutrition Hotline at 708-671-3903 and leave a message, if you have any further questions. Someone will return your call within one business day.
- Paper order forms must be received no later than Thursday, April 19th
 - You may not order via a paper order form if you have ordered online in the past
- The last day for 8th Grade is Friday, May 25th
 - You may order breakfast on Tuesday, May 29th to eat before leaving for Great America.

During the summertime months, when school is closed, the breakfast and lunch program does not operate at Worth School District 127. However, there are other school districts and non-profit organizations who sponsor a Summer Food Service Program. For more information, please contact the Nutrition Hotline for locations and further information.

Menus, detailed ordering steps, dietary information and other details are posted on the Worth School District 127 website: www.worthschools.org

Paper ordering deadline is 3:00 p.m. on Thursday, April 19th for the breakfast/lunch period of Tuesday, May 1st through Monday, June 4th.

On-line ordering deadline is midnight on Sunday, April 22nd for the breakfast/lunch period of Tuesday, May 1st through Monday, June 4th.

In accordance with Federal Law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age or disability. To file a complaint of discrimination, write USDA, Director, Office of Adjudication, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410 or call toll free (866) 632-9992 (Voice). Individuals who are hearing impaired or have speech disabilities may contact USDA through the Federal Relay Service at (800)877-8339; or (800) 845-6136 (Spanish). USDA is an equal opportunity provider and employer.

On-Line Ordering Instructions:

1. Go to the website: www.mymealorder.com
2. Click the green box “REGISTER FOR A FREE ACCOUNT”
3. Select the State: ILLINOIS; Select the District: WORTH SCHOOL DISTRICT 127
4. Complete the registration page. The information you enter on this page will be used again for future month’s orders. Be sure to make note of the user name and password that you choose.
5. You can add one or more children to the parent login. In order to add a child, you must have a student ID number for each child. You will need this information to complete the process.
6. For each child in the family, you can select the days for which you would like to order breakfast and lunch. It is best to select “month view” tab on the left side of the screen, so you can view the entire month’s options. Be sure to click “Add to Cart” for the meals your child would like. There is no need to order milk; however, please remember, only white milk is available in the morning for breakfast. For lunch, chocolate or white milk are available options.
7. When selections are complete, click on the green box “View Cart” on the right side of the screen. If your order is complete, click on the green box “Checkout”. A final order confirmation will appear, then click the green “Place Order” box at the right side of the screen.
8. A summary of the meals ordered for the month will appear. You can print this order for reference during the month. A summary of meals ordered for the month will also be e-mailed to you. **If you do not receive a confirmation e-mail, it is possible that the order did not go through and is not complete.** In this case, please call Ms. Linda at the District Office at 708-671-3903.

Dietary information for all menu items are available on the order pages

Paper Ordering Instructions:

1. If you do not have access to the Internet, contact the school office or district office for a paper order form. An incomplete form will be mailed home to you which will delay the ordering process and could possibly cause your child not to be included in the month’s orders.
2. Refer to the enclosed menu for dates/meals you would like to select for your child. You will need to include the Student ID number and student name when filling out the order form. The Student ID number was provided to you in last month’s mailing.

If you have any questions regarding the process for ordering breakfast and/or lunch, please call 708-671-3903 and we will be happy to assist you. We can also assist you with on-line orders – we have computers available at the Administrative Offices so parents and guardians can come in and place on-line orders.

Parents/guardians can expect menus to be sent home via their child around the middle of each month for the following month. Menus will also be posted mid-month (for the next month) on the Worth School District 127 website: www.worthschools.org

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